

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO BIDDERS

L.1 PROVISIONS INCORPORATED BY REFERENCE

Provision(s) at the beginning of this Section are incorporated by reference, with the same force and effect as if they were given in full text. Provisions incorporated by reference which require a fill-in by the Government include the text of the affected paragraph(s) only. This does not limit the provision to the affected paragraph(s). The Contractor is responsible for understanding and complying with the entire provision. The full text of the provision is available at the addresses contained in provision 52.252-1, Solicitation Provisions Incorporated by Reference, of this solicitation.

(End of provision)

52.214-3	AMENDMENTS TO INVITATIONS FOR BIDS. (DEC 1989)
52.214-4	FALSE STATEMENTS IN BIDS. (APR 1984)
52.214-5	SUBMISSION OF BIDS. (MAR 1997)
52.214-6	EXPLANATION TO PROSPECTIVE BIDDERS. (APR 1984)
52.214-7	LATE SUBMISSIONS, MODIFICATIONS, AND WITHDRAWALS OF BIDS. (NOV 1999)
52.214-10	CONTRACT AWARD - SEALED BIDDING. (JUL 1990)
52.214-12	PREPARATION OF BIDS. (APR 1984)
52.214-34	SUBMISSION OF OFFERS IN THE ENGLISH LANGUAGE. (APR 1991)
52.214-35	SUBMISSION OF OFFERS IN U.S. CURRENCY. (APR 1991)
52.237-1	SITE VISIT. (APR 1984)

L.2 TYPE OF CONTRACT (52.216-1) (APR 1984)

The Government contemplates award of a **Firm-Fixed Price** contract resulting from this solicitation.

(End of provision)

L.3 SERVICE OF PROTEST (52.233-2) (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Attn: Richard Siebels, Contracting Officer
NASA Langley Research Center
9A Langley Blvd., M/S 126
Hampton, VA 23681-2199

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

L.4 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (52.252-1) (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

Federal Acquisition Regulation (FAR) clauses:
<http://www.acqnet.gov/far/>

NASA FAR Supplement (NFS) clauses:
<http://www.hq.nasa.gov/office/procurement/regs/nfstoc.htm>

(End of provision)

L.5 AUTHORIZED DEVIATIONS IN PROVISIONS (52.252-5) (APR 1984)

(a) The use in this solicitation of any Federal Acquisition Regulation (48 CFR Chapter 1) provision with an authorized deviation is indicated by the addition of (DEVIATION) after the date of the provision.

(b) The use in this solicitation of any NASA FAR Supplement (48 CFR Chapter 18) provision with an authorized deviation is indicated by the addition of (DEVIATION) after the name of the regulation.

(End of provision)

L.6 SAFETY AND HEALTH PLAN (1852.223-73) (NOV 2004) -- ALTERNATE I (NOV 2004)

(a) The apparent low bidder, upon request by the Contracting Officer, shall submit a detailed safety and occupational health plan (see NPR 8715.3, NASA Safety Manual, Appendices). The plan shall be submitted within the time specified by the Contracting Officer. Failure to submit an acceptable plan shall make the bidder ineligible for the award of a contract. The plan shall include a detailed discussion of the policies, procedures, and techniques that will be used to ensure the safety and occupational health of Contractor employees and to ensure the safety of all working conditions throughout the performance of the contract.

(b) When applicable, the plan shall address the policies, procedures, and techniques that will be used to ensure the safety and occupational health of the public, astronauts and pilots, the NASA workforce (including Contractor employees working on NASA contracts), and high-value equipment and property.

(c) The plan shall similarly address subcontractor employee safety and occupational health for those proposed subcontracts that contain one or more of the following conditions:

- (1) The work will be conducted completely or partly on premises owned or controlled by the government.
 - (2) The work includes construction, alteration, or repair of facilities in excess of the simplified acquisition threshold.
 - (3) The work, regardless of place of performance, involves hazards that could endanger the public, astronauts and pilots, the NASA workforce (including Contractor employees working on NASA contracts), or high value equipment or property, and the hazards are not adequately addressed by Occupational Safety and Health Administration (OSHA) or Department of Transportation (DOT) regulations (if applicable).
 - (4) When the assessed risk and consequences of a failure to properly manage and control the hazards warrants use of the clause.
- (d) This plan, as approved by the Contracting Officer, will be included in any resulting contract.
- (End of provision)

L.7 PROTESTS TO NASA (1852.233-70) (OCT 2002)

Potential bidders or offerors may submit a protest under 48 CFR Part 33 (FAR Part 33) directly to the Contracting Officer. As an alternative to the Contracting Officer's consideration of a protest, a potential bidder or offeror may submit the protest to the Assistant Administrator for Procurement, who will serve as or designate the official responsible for conducting an independent review. Protests requesting an independent review shall be addressed to Assistant Administrator for Procurement, NASA Code H, Washington, DC 20546-0001.

L.8 PREPROPOSAL/PRE-BID CONFERENCE (1852.215-77) (DEC1988)

- (a) A preproposal/pre-bid conference will be held as indicated below:

Date: July 29, 2010
Time: 9:00 – 11:30 Local time
Location: NASA-LaRC, Bldg 1212, Rm 116, Hampton, VA 23681

The following is a tentative agenda for the conference:

Opening Remarks
LaRC Presentations
Facilities Tour

The briefing will be unclassified. Please contact Patricia Hopkins via email at Patricia.Hopkins@nasa.gov to register for the conference no later than COB **July 26, 2010**. Provide a list of planned attendees and indicate whether or not they are U.S. citizens. For non-U.S. Citizens, provide the visitor's full name, date of birth, citizenship, and city and country of birth.

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The Non-U.S. Citizen will also have to present credentials (e.g., Visa, Resident Alien Card) upon arrival at the Center. There is no guarantee that NON-U.S. Citizens will gain approval to enter the Center.

Prospective Offerors are requested to submit any written questions to Patricia Hopkins at Patricia.Hopkins@nasa.gov no later than close of business **July 27, 2010** so that NASA will be able to answer as many questions as possible at the conference, time permitting.

(b) Attendance at the preproposal/pre-bid conference is recommended; however, attendance is neither required nor a prerequisite for proposal/bid submission and will not be considered in the evaluation.

(End of provision)

L.9 COMMUNICATIONS REGARDING THIS SOLICITATION

(a) Questions or comments regarding this solicitation must be submitted in writing, cite the solicitation number, and be directed to the following Government representative:

Name: Patricia Hopkins

FAX: 757-864-9774

Email: Patricia.Hopkins@nasa.gov

Address: NASA Langley Research Center
9A Langley Blvd., MS 126
Hampton, VA 23681-2199

Oral questions will not be answered due to the possibility of misunderstanding or misinterpretation.

(b) Questions or comments should be submitted within 10 calendar days of the issuance of the solicitation to allow for analysis and dissemination of responses in advance of the IFB due date. Late questions or comments are not guaranteed a response prior to the proposal due date.

(c) Questions or comments shall not be directed to the technical activity personnel.

(End of provision)

L.10 BIDDERS LIBRARY AND INSTRUCTIONS FOR ACCESS TO LARC'S GEOGRAPHIC INFORMATION SYSTEM

NASA has established an electronic Bidders library for this procurement. The library includes the following information and is accessible at:

- Current contract information can be obtained from the NASA LaRC FOIA website <http://foia.larc.nasa.gov/contracts.cgi>

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- All postings related to the solicitation can be obtained from <http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?qr=D&pin=23> for
- **INSTRUCTIONS FOR ACCESS TO LARC'S GEOGRAPHIC INFORMATION SYSTEM**

A website describing LaRC's facilities is available as cited below. The website will be available until the date that bids are due on **(See Standard Form 33, Block 9)**. Access to the website requires a password which will be issued at the Pre-Bid Conference or by the offeror submitting the following information to Patricia Hopkins at fax (757) 864-9774, or email patricia.hopkins@nasa.gov prior to the Pre-Bid Conference:

Solicitation number located on this document's cover sheet

Company name and address

Name and title of attendee

Is Attendee a U.S. Citizen, possess a green card, or a resident alien?

Phone number

Fax number

Copy of business license

Data describing LaRC's floor coverings and restrooms has been compiled and is available for analysis down to the room level from the LaRC's Geographic Information System at the following website:

<https://rebel.larc.nasa.gov/floorcovering>

(End of provision)

L.11 PROPOSAL SUBMISSION INFORMATION

Submit the original and 3 hard copies of the proposal on or before the date and hour shown in **Block 9 of the SF 33**. Proposals may be submitted/mailed to the address shown in **Block 8** of the SF 33 (face page of the solicitation) or, if hand carried, to the address listed in **Block 8**. Do not deliver proposals to the Contract Specialist/Contracting officer, and do not leave proposals unattended. Be aware that heightened and varying security requirements may preclude or delay access to the Center; however, such circumstances will not provide a basis for acceptance of a proposal that arrives at the place specified after the exact time specified.

All bids are due not later than **[See Standard Form 33, Block 9]**. See table below for further clarification.

BID PACKAGE
Completed Standard Form 33
Completed Section B
Completed Section K

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Note: Directions to the Office of Procurement Bid Depository are attached in Part II, Section J, Attachment 2, Langley Form P286. Offerors are solely responsible for obtaining advance approval to gain access to LaRC to deliver proposals to the Bid Depository.

(End of provision)

(End of Section)